WHAT IS CLAIMED IS:

1.   An apparatus for managing meeting information on meetings received from client terminals via a network, comprising:

a meeting manager that manages, upon receipt of the meeting information on meetings from the client terminals, the meetings based on meeting registration information including the meeting information registered with associated meeting identification codes.

2.   The apparatus according to claim 1, further comprising a meeting identification code register that registers the meeting information with associated meeting identification codes, wherein

the meeting manager manages the meetings based on the meeting registration information registered with associated meeting identification codes by the meeting identification code register.

3.   The apparatus according to claim 1, further comprising a meeting database that stores the meeting registration information including the meeting information on the meetings registered with associated meeting identification codes, wherein

the meeting manager manages the meetings based on the meeting registration information stored in the meeting database.

4.   The apparatus according to claim 1, wherein the meeting information includes at least one of a meeting title, an attendee name, a meeting date, and a meeting location.

5.   The apparatus according to claim 1, further comprising:

a meeting time recorder that records identification information and entrance/exit times about the attendees in the meetings; and

5   a meeting database that stores meeting record data on the identification information and entrance/exit times about the attendees recorded by the meeting time recorder and associated with meeting identification codes, and store attendee identification information about the attendees associated with costs per unit time and assigned

10   organizations, wherein

the meeting manager manages the meetings based on the meeting record data and the attendee identification information stored in the meeting database.

15   6.   The apparatus according to claim 1, further comprising a meeting cost calculator that calculates meeting costs based on the entrance/exit times and the costs per unit time about the attendees in the meetings, wherein

the meeting manager manages costs of the meetings based on

20   the meeting costs calculated by the meeting cost calculator.

7.   The apparatus according to claim 6, wherein the meeting cost calculator calculates meeting costs by person, meeting, and organization.

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8.   The apparatus according to claim 1, further comprising a meeting reservation information sender that sends the meeting reservation information to a meeting room reservation system that manages a schedule for utilization of meeting rooms for the meetings,

5   wherein

the meeting manager manages the meeting room reservation system to reserve the meeting rooms for the meetings based on the meeting registration information sent from the meeting reservation information sender.

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9.   The apparatus according to claim 1, further comprising a meeting reservation information sender that sends the meeting reservation information to a schedule management system that manages schedules about the attendees, wherein

15   the meeting manager manages the schedule management system to display the schedules about the attendees based on the meeting registration information sent from the meeting reservation information sender.

20   10.   The apparatus according to claim 5, further comprising a meeting record data sender that sends meeting record data to a schedule management system that manages schedules about the attendees, wherein

the meeting manager manages the schedule management

25   system to store the meeting record data sent from the meeting record

data sender.

11. The apparatus according to claim 1, further comprising a meeting registration information sender that sends the meeting registration information to a meeting mail server that notifies the

5 attendees in the meeting of a meeting guidance, wherein

the meeting manager manages the mail server to notify the attendees of the meeting guidance based on the meeting registration information sent from the meeting registration information sender.

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12. The apparatus according to claim 1, further comprising a meeting minute sender that sends minutes of the meetings to a meeting bulletin board system that stores the minutes of the meetings, wherein

the meeting manager manages the meeting bulletin board

15 system to store the meeting minutes sent from the meeting minute sender.

13. A computer program for executing management of meeting information on meetings received from client terminals via a network,

20 the computer program making a computer execute:

managing, upon receipt of the meeting information on meetings from the client terminals, the meetings based on meeting registration information including the meeting information registered with associated meeting identification codes.

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14.   The computer program according to claim 13, further making the computer execute registering the meeting information with associated meeting identification codes, wherein

the managing includes managing the meetings based on the

5   meeting registration information registered with associated meeting identification codes by the meeting identification code register.

15.   The computer program according to claim 13, further making the computer execute storing in a meeting database the meeting

10   registration information including the meeting information on the meetings registered with associated meeting identification codes, wherein

the managing includes managing the meetings based on the meeting registration information stored in the meeting database.

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16.   The computer program according to claim 13, wherein the meeting information includes at least one of a meeting title, an attendee name, a meeting date, and a meeting location.

20   17.   The computer program according to claim 13, further making the computer execute:

recording identification information and entrance/exit times about the attendees in the meetings; and

producing a meeting database that stores meeting record data

25   on the identification information and entrance/exit times about the

attendees recorded by the meeting time recorder and associated with

meeting identification codes, and storing attendee identification

information about the attendees associated with costs per unit time and

assigned organizations, wherein

5   the managing includes managing the meetings based on the

meeting record data and the attendee identification information stored

in the meeting database.

18.   The computer program according to claim 13, further making the

10   computer execute calculating meeting costs based on entrance/exit

times and a costs per unit time about attendees of the meetings,

wherein

the managing includes managing costs of the meetings based

on the meeting costs calculated by the meeting cost calculator.

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19.   The computer program according to claim 18, wherein the

calculating includes calculating meeting costs by person, meeting, and

organization.

20   20.   A method of managing meeting information on meetings

received from client terminals via a network, comprising:

managing, upon receipt of the meeting information on meetings

from the client terminals, the meetings based on meeting registration

information including the meeting information registered with associated

25   meeting identification codes.

21. The method according to claim 20, further comprising registering the meeting information with associated meeting identification codes, wherein

5   the managing includes managing the meetings based on the meeting registration information registered with associated meeting identification codes by the meeting identification code register.